



TOWN OF  
**NEWMARKET**  
NEW HAMPSHIRE



# Monthly Department Report

November 2023

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## POLICE

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### Activity

Newmarket Police 3-year comparable statistics for the month of November 2023.

	<u>2023</u>	<u>2022</u>	<u>2021</u>
<i>Total calls for service</i>	1593	1686	1641
<i>Motor vehicle stops</i>	457	424	248
<i>Arrests</i>	9	9	13
<i>Offense reports</i>	22	32	35
<i>M/V accidents</i>	7	9	9
<i>Parking tickets</i>	90	47	74
<i>Drug overdoses</i>	0	0	0
<i>Alarms</i>	1	20	15
<i>Death investigations</i>	0	1	0
<i>Mental health related</i>	23	33	14
	OBJ	OBJ	OBJ

During the month of November, the Newmarket Police Dispatch Center documented 1593 calls for service. We investigated 22 reported criminal incidents that required full investigations into all of them. Those cases involved Trespass, Stolen Motor Vehicle, Harassment, Threats, Scams and Online Fraud, Theft of Medications, Reckless Conduct with a Deadly Weapon (Motor Vehicle), Second Degree Assault, Simple Assault, Domestic Violence and Illegal Dumping. Below are a few of the incidents we investigated this month:

- Officers were dispatched to a residence after a neighbor reported hearing someone yelling for help. When they arrived, officers located one person laying on the floor unconscious due to intoxication, a second subject had lacerations and injuries consistent with an assault and a third subject had been pepper sprayed. The officers spent a considerable amount of time trying to figure out what had happened at the residence. Two of the three subjects required transport to local hospitals for treatment. The case is currently under investigation.
- A subject called the dispatch center to report she had been struck by a vehicle. An officer responded to the residence and found the caller had minor injuries sustained when an acquaintance struck her with a motor vehicle. Several people had been at the residence when an argument started over a dog. The caller was standing in the driveway when one of the people got into a car and started to leave. The caller reported that the subject driving the car backed into her intentionally. After striking the caller with the car the operator of that car fled on foot. He was located a short while later by officers responding to the incident. A warrant for his arrest was completed for charges of Reckless Conduct with a Dangerous Weapon, Criminal Threatening and Operating After Suspension.

### **Motor Vehicle Incidents**

It was a busy month for motor vehicle offenses/activity. During the month of November, we conducted 457 motor vehicle stops. We continue to receive numerous complaints

about aggressive driving and speeding vehicles. Recently we have received numerous complaints about speeding and aggressive driving in the school zone. This month officers made motor vehicle stops for the following offenses:

Reckless Operation of a Motor Vehicle, Conduct After an Accident,, Speeding, Unregistered Motor Vehicle, Uninspected Motor Vehicle, Yellow Line Violation, Open Container of Alcohol, Operating After Suspension, Operating a Motor Vehicle with a Suspended Registration, Failure to Display Registration, "Hand's Free Violations“, Speed in the School Zone, Stopping, Standing, Parking Prohibited, Failure to Yield to Pedestrian in a Crosswalk and Failure to Obey Railroad Signals.

Two of the more serious motor vehicle interactions are as follows:

- Two days in a row we received reports of vehicles passing school buses while children were loading or offloading. We identified one of the operators, the other we have not been able to identify. The subject we spoke with told us the location of the bus stop prohibited her from seeing the flashing bus signals until she had already made a turn pass the bus. That operator was issued a warning for her violation. Plans to adjust the location of the bus stop are in the works.
- A subject called to report she had nearly been struck twice in the crosswalk in the school zone. She reported numerous speeding cars during school times and people driving aggressively. The caller could not provide specific descriptions that would allow us to identify the vehicles that nearly struck her.

## **Motor Vehicle Crashes**

Motor vehicle crashes were low this month with only seven reportable accidents. None of the accidents involved serious bodily injury. Below are some pictures from two of the accidents we responded to.

- On November 4th, an officer was parked on the side of Exeter Road near the car wash when he noticed traffic backing up in the southbound lane. He checked the area to find the reason for the traffic backup and discovered a vehicle off the roadway. The operator of the vehicle was already out and was not injured. The



operator said he was blinded by the high beams of a vehicle traveling north. He went off the roadway as a result of not being able to see.



- On November 8<sup>th</sup> officers responded to the area of the Newfield's Town Line on Exeter Road. A five-car crash had occurred on the bridge. Vehicles were stopped in the southbound lane due to a backup from the Route 85 traffic light. One vehicle stopped, the four behind it could not stop in time. No injuries were reported and some of the vehicles had to be towed from the scene.



## **Civil Disputes**

We continue to respond to numerous civil disputes which include Landlord/Tenant Issues, Child Custody Issues and Property Ownership. Below are a few examples of Civil Issues we dealt with this month:

- A subject called to voice concerns about his wife. He reported they are in the midst of a divorce and her behavior is becoming increasingly erratic. He further told us he believes her mental health is deteriorating. We offered information on a restraining order as well as options for the subject of finding alternate housing. The caller just wanted to make us aware of the situation at this time.

- An officer spoke with a resident of a multi-family housing unit in town. The caller expressed his concerns over another resident of the complex smoking on the property. The caller reported that the complex has rules against smoking. The caller had confronted the smoker and they argued. The caller felt the smoker was threatening. We explained to the caller that we would not enforce the building rules in regard to smoking. The officer offered to speak with the smoker about the possible threats that were made. The caller just wanted the incident documented at this time and felt the officer may escalate the situation if he spoke with the smoker.

- The dispatch center received a call from a person who reported her son had stolen his grandmother's car. Officers responded to the residence to take the report and found the vehicle had been returned to the driveway. Further investigation revealed that the car was not stolen, however it had been taken without the owner's permission. The owner did not wish to pursue any charges at this time.

### **- Mental Health**

We responded to numerous mental health related calls (23) along with several welfare checks. Below are some examples of Mental Health or Welfare Checks we responded to:

- An officer took a report of a young female walking on the railroad tracks. The caller was concerned due to the fact she did not look dressed for the cold weather and that she was on the tracks alone. At about the same time we received a call from a resident who reported their young family member had run off after an argument. Officers located the young female on the tracks. Initially she refused to speak with the officers but after a few moments she agreed to speak with them. She was later returned to her family.
- We responded to a family dispute involving a man yelling at another family member. Upon our arrival we determined the man had assaulted some of the family members. The subject was taken into custody based on the domestic assault. Officers later determined that the man was suffering from a mental health crisis. After being released from our custody at the police station he was transported by officers to the hospital for a mental health evaluation.

## **- Animal Calls**

We responded to numerous calls involving animals this month. The calls included lost or found dogs, lost or found cats, an owner of dogs being cited for dog at large and a coyote being struck by a car.

- We spoke with a subject who reported his cat missing. A short while later a couple located a deceased cat fitting the description provided by the original reporter. We contacted the original caller and had him come to the police station to retrieve what we thought was his cat. He later identified the deceased cat as his and thanked us. He departed with the cat. A short while later we received a call from the original caller who had now located his cat under his bed, alive. He returned the deceased cat to us. We later located the actual owner of the deceased cat and provided the animal to them.
- A resident was summoned to court for her dogs being at large numerous times.

**Below are a few examples of the different calls our department responded to over the month of November:**

- An officer located a subject passed out in a vehicle on Main Street. A family member was contacted and responded to pick up the subject.
- A local business called to report a subject sleeping in the foyer. The business owner could see the person on his surveillance system. An officer responded and located the subject in the foyer. The man had been biking home and became tired. He was asked by the business owner not to sleep in the building in the future.
- A subject called the station to request a welfare check on her boyfriend. She reported he was making suicidal threats after losing a family member. Officers requested medical personnel stage for the call however the caller was declining medical need. She later told the officers she just needed help getting him into bed because he had consumed too much alcohol. Officers spoke with all parties and determined that no one wanted to harm themselves on this night. They assisted the friend with getting the male subject into bed.
- We assisted the Epping Police Department looking for a subject who was riding around firing a gun out of a truck.
- We assisted DCYF after they requested a welfare check on a juvenile. DCYF reported that they had concerns that the juvenile had no food to eat, lived in unsafe living conditions and had no phone to contact someone in case of an emergency. They requested an officer to respond to investigate. The officer responded and spoke with the family. The officer found the house to be clean and tidy, the refrigerator was stocked, and the juvenile had a cell phone. The officer relayed his findings to DCYF.
- Probation & Parole officers requested help from our department. They had located an inmate from the NH State Prison on Administrative Home Confinement at a local bar. The inmate took a portable breath test which confirmed he had been drinking in violation of his release. The subject was taken into custody and returned to the NH State Prison.



## **Personnel**

We have hired a new dispatcher. Christinanna Bernardy came to us from the United States Marine Corps. Prior to serving in the military, she attended and graduated from York, Me High School. She is currently enrolled in Great Bay Community College.

We are in the final stages of filling two open police officer positions.

## **Training**

All officers attended training related to firearms qualifications (pistol & rifle).

Officer Hurlburt and Dispatcher Carragher attended training for Mental Health Support/Peer Support Group. This training allows both of our employees to be part of a larger group of people that respond to and support other first responders during traumatic events.

## **Parking Violations**

- In the month of November, the department issued 90 parking tickets. We continue to be active in parking enforcement in the downtown area.

## **Vehicle Fleet**

Our new cruiser has been completed and has finally hit the road.

## **Police Station Maintenance**

- The police station is up to date and mostly in good working order.

## **Drug Related Issues**

The month of November saw a slight decrease in drug-related activity. We had no reported drug overdoses this month.

-We have had several contacts with people struggling with substance related issues. We have continued with our efforts to provide services and guidance where we can and assist

those looking for help. Below are the following statistics for Heroin/Opiate related overdoses and deaths since the inception of the Newmarket Alliance for Substance Abuse Prevention (N-ASAP).

**2015-** 45 Overdoses with four deaths resulting

**2016-** 22 Overdoses with two deaths resulting

**2017-** 15 Overdoses with two deaths resulting

**2018-** 6 Overdoses with two deaths resulting

**2019-** 3 Overdoses with one death resulting

**2020-** 8 Overdoses with two deaths resulting

**2021-** 5 Overdoses with one death resulting

**2022** - 11 Overdoses with one death resulting

**2023** – 7 Overdoses

*The police department's culture with regards to the opiate epidemic has evolved from "arrest and incarcerate" to "intervene and assist with recovery" when it comes to individuals who are addicted to opiates. It is my personal and professional belief that we cannot arrest our way out of this epidemic. Even if we tried that route, the cost to the taxpayers would be astronomical. Furthermore, the county jails and the state prison could not house all arrested "users." With that being said, we will **NOT** tolerate anyone who sells, distributes, or dispenses any of this poison that is in our community. If anyone is caught selling, distributing, or dispensing narcotics we will fully prosecute them.*

### **Community Policing**

- This month we had two specific events that relate to community policing. On Thanksgiving Day several officers responded to the Newmarket Community Church to assist with the delivery of meals around the town. Officers then responded back to the church to assist with serving meals at the church.

- The second event was our Annual Stuff-A-Cruiser. This year we collected toys, gift cards and cash donations to provide to the Newmarket Community Church to share with local families. We filled the cruiser in excess of 10 times. Below are some pictures from the events.





### Fiscal Year 2023/2024 Budget

We are early in the new budget, but everything appears to be on track. Overtime and cruiser maintenance continues to be an account we are keeping an eye on.

Respectfully Submitted,

Greg Jordan

Police Chief

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## FIRE AND RESCUE

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In November the Department responded to 80 calls for service; 44 of which were medical calls, transporting 36 patients to area hospitals. The ambulance responded to Newfields for seven medicals transporting five patients. Mutual aid calls consisted of the ladder to Lee and Newfields for building fires, engine 5 to Dover for a building fire and Nottingham for station coverage.



Our new hire Kody Heath graduated from the NH Fire Academy Recruit School. This was a 12-week program. Kody is now a state certified firefighter and probationary firefighter with us.





The department participated in the City of Dover's annual Christmas Parade. This event has been very successful for Dover and something we have been participating in for several years. The town of Exeter has a similar event that we also participate in every year.



I have attached charts with activity reports for the month of November.





## Newmarket Fire & Rescue

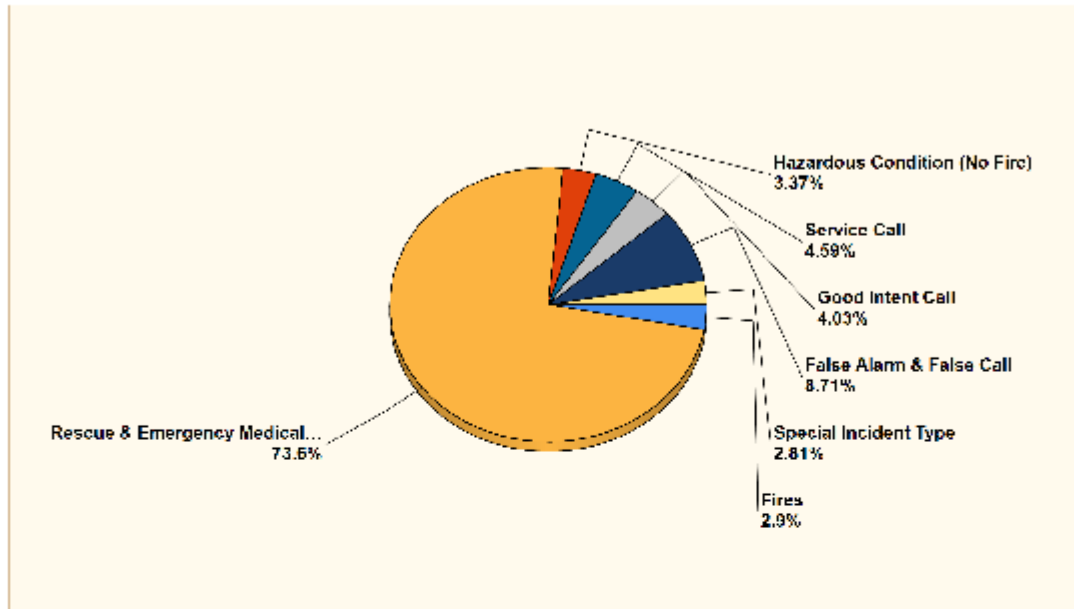
Newmarket, NH

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### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2022 | End Date: 11/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	31	2.9%
Rescue & Emergency Medical Service	786	73.6%
Hazardous Condition (No Fire)	36	3.37%
Service Call	49	4.59%
Good Intent Call	43	4.03%
False Alarm & False Call	93	8.71%
Special Incident Type	30	2.81%
<b>TOTAL</b>	<b>1068</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

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Page # 1 of 3

## Newmarket Fire & Rescue

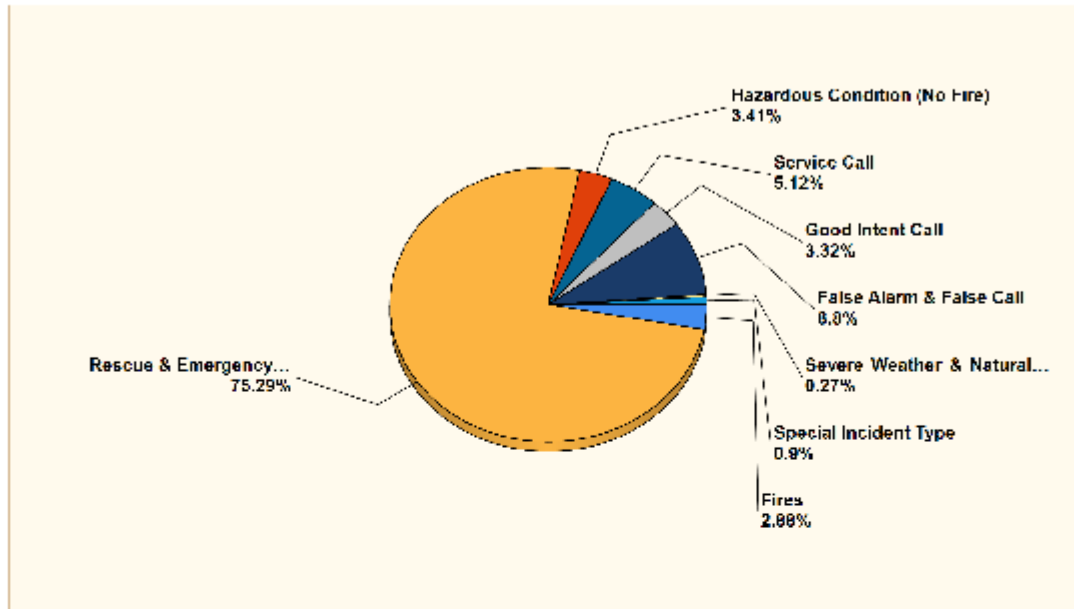
Newmarket, NH

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### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2023 | End Date: 11/30/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	32	2.88%
Rescue & Emergency Medical Service	838	75.29%
Hazardous Condition (No Fire)	38	3.41%
Service Call	57	5.12%
Good Intent Call	37	3.32%
False Alarm & False Call	98	8.8%
Severe Weather & Natural Disaster	3	0.27%
Special Incident Type	10	0.9%
<b>TOTAL</b>	<b>1113</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

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Page # 1 of 3

## Newmarket Fire & Rescue

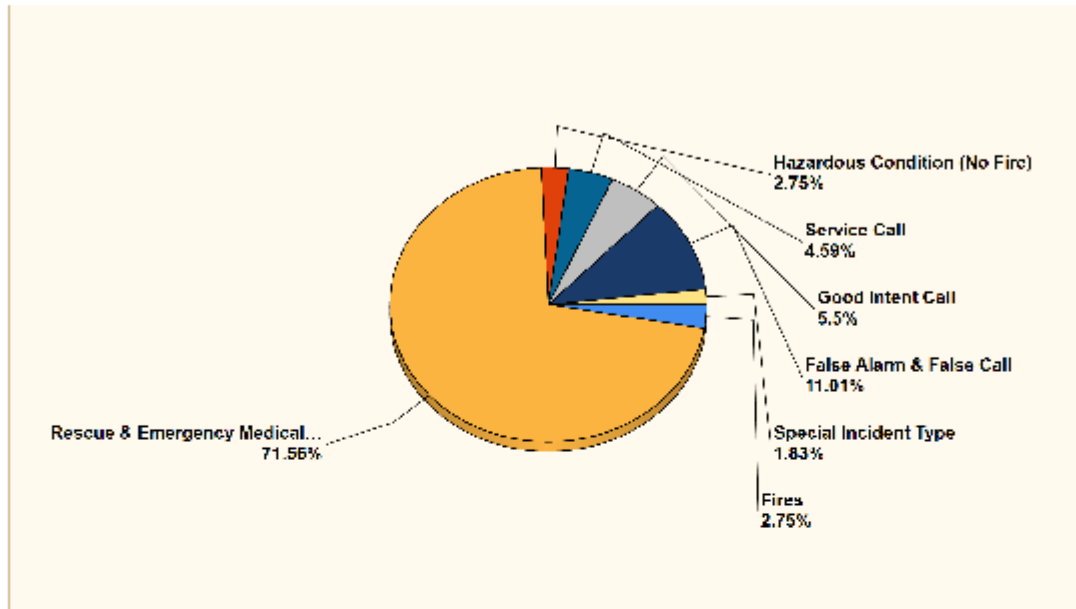
Newmarket, NH

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### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2022 | End Date: 11/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	2.75%
Rescue & Emergency Medical Service	78	71.56%
Hazardous Condition (No Fire)	3	2.75%
Service Call	5	4.59%
Good Intent Call	6	5.5%
False Alarm & False Call	12	11.01%
Special Incident Type	2	1.83%
<b>TOTAL</b>	<b>109</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

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Page # 1 of 2

## Newmarket Fire & Rescue

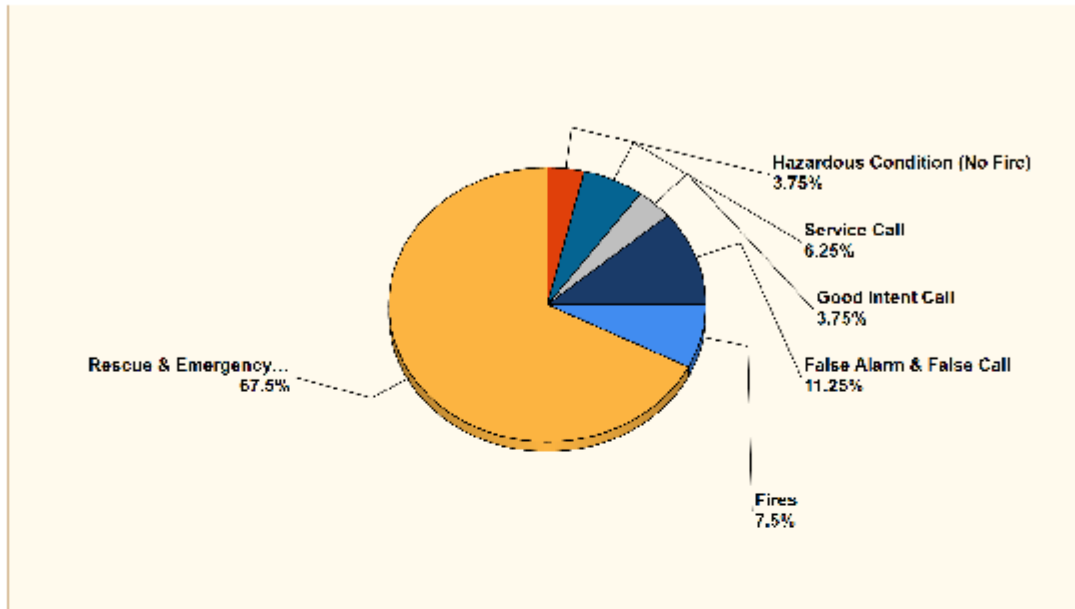
Newmarket, NH

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### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2023 | End Date: 11/30/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	7.5%
Rescue & Emergency Medical Service	54	67.5%
Hazardous Condition (No Fire)	3	3.75%
Service Call	5	6.25%
Good Intent Call	3	3.75%
False Alarm & False Call	9	11.25%
<b>TOTAL</b>	<b>80</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

 **EMERGENCY  
REPORTING**  
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Page # 1 of 2

# Newmarket Fire & Rescue

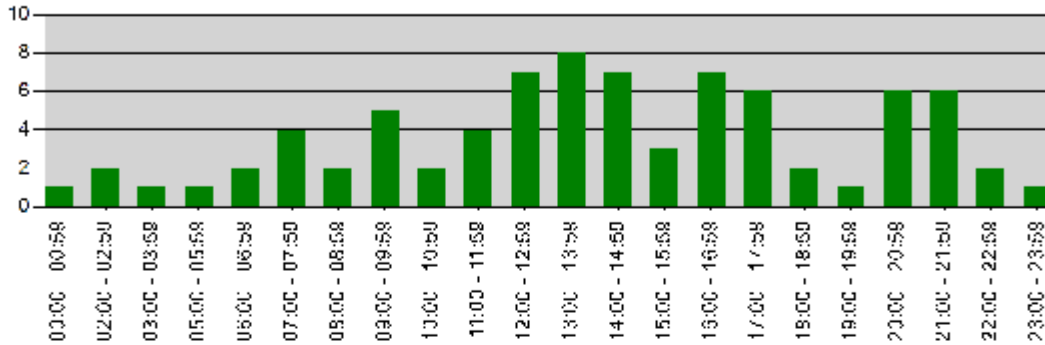
Newmarket, NH

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## Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 11/01/2023 | End Date: 11/30/2023



Hour	# of CALLS
00:00 - 00:59	1
02:00 - 02:59	2
03:00 - 03:59	1
05:00 - 05:59	1
06:00 - 06:59	2
07:00 - 07:59	4
08:00 - 08:59	2
09:00 - 09:59	5
10:00 - 10:59	2
11:00 - 11:59	4
12:00 - 12:59	7
13:00 - 13:59	8
14:00 - 14:59	7
15:00 - 15:59	3
16:00 - 16:59	7
17:00 - 17:59	6
18:00 - 18:59	2
19:00 - 19:59	1
20:00 - 20:59	6
21:00 - 21:59	6
22:00 - 22:59	2
23:00 - 23:59	1
<b>TOTAL:</b>	<b>80</b>

Only REVIEWED incidents included.

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 Page # 1 of 1



## Newmarket Fire & Rescue

Newmarket, NH

This report was generated on 12/12/2023 7:28:18 AM



### Incident Detail for Aid Given and Received for Incident Type Range for Date Range

Incident Type Range: 100 - 911 | StartDate: 11/01/2023 | EndDate: 11/30/2023

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT
AID TYPE: Mutual aid given				
11/02/2023	2023-1037	83 Bald Hill RD	114 - Chimney or flue fire, confined to chimney or flue	1 - Station 1
11/06/2023	2023-1047	25 Worthen RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/06/2023	2023-1048	235 Stage RD	571 - Cover assignment, standby, moveup	1 - Station 1
11/09/2023	2023-1058	19 Osprey LN	111 - Building fire	1 - Station 1
11/20/2023	2023-1084	385 Sixth ST	111 - Building fire	1 - Station 1
11/21/2023	2023-1087	171 Exeter RD	611 - Dispatched & cancelled en route	1 - Station 1

Percentage of Total Incidents: 7.50%

AID TYPE: Mutual aid received				
11/01/2023	2023-1036	24 Central ST	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/04/2023	2023-1043	80 Exeter ST	324 - Motor vehicle accident with no injuries.	1 - Station 1
11/06/2023	2023-1046	Maple ST	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/16/2023	2023-1072	8 Bald Hill RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/19/2023	2023-1081	178 Main ST	412 - Gas leak (natural gas or LPG)	1 - Station 1
11/19/2023	2023-1082	3208 Mead Hill RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/23/2023	2023-1093	24 Langs LN	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/23/2023	2023-1094	510 Piscassic ST	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/28/2023	2023-1106	7 Shady LN	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/30/2023	2023-1110	70 Main ST	113 - Cooking fire, confined to container	1 - Station 1

Percentage of Total Incidents: 12.50%

Displays all incidents with aid given or received, and excludes incidents with neither. Percentages calculated from total number of incidents for parameters provided. Only REVIEWED incidents included.

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Page # 1 of 1

## Newmarket Fire & Rescue

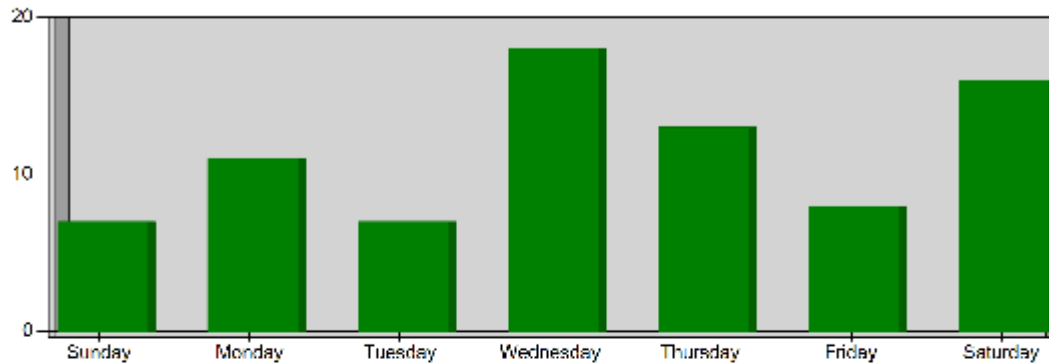
Newmarket, NH

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### Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 11/01/2023 | End Date: 11/30/2023



DAY OF THE WEEK	# INCIDENTS
Sunday	7
Monday	11
Tuesday	7
Wednesday	18
Thursday	13
Friday	8
Saturday	16
TOTAL	80

Only Reviewed incidents included.

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Doc Id: 1284  
Page # 1 of 1

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## PUBLIC WORKS

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Every town employee that plows snow attended a “snowplow operator safety class” that was held in Concord at Primex. This training focused on identifying how sleep and dietary factors can affect the health and safety of our operators, highlighted the leading injury causes, pre-planning weather events and understanding public relations aspects of plowing and snow removal. This class was 4 hours and very informative to the crew.



Crews have been busy decorating Newmarket for the holidays. All town buildings and Main Street were completed for annual tree lighting.



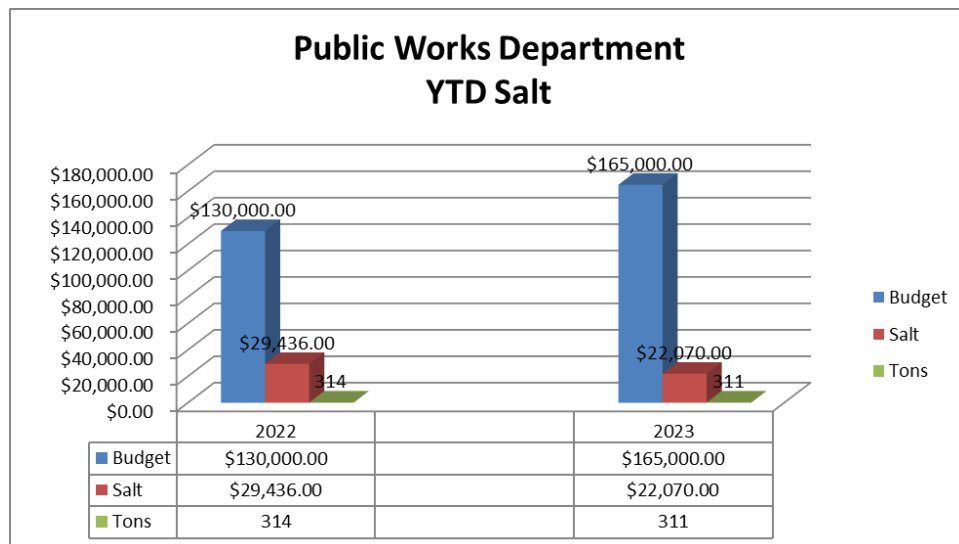
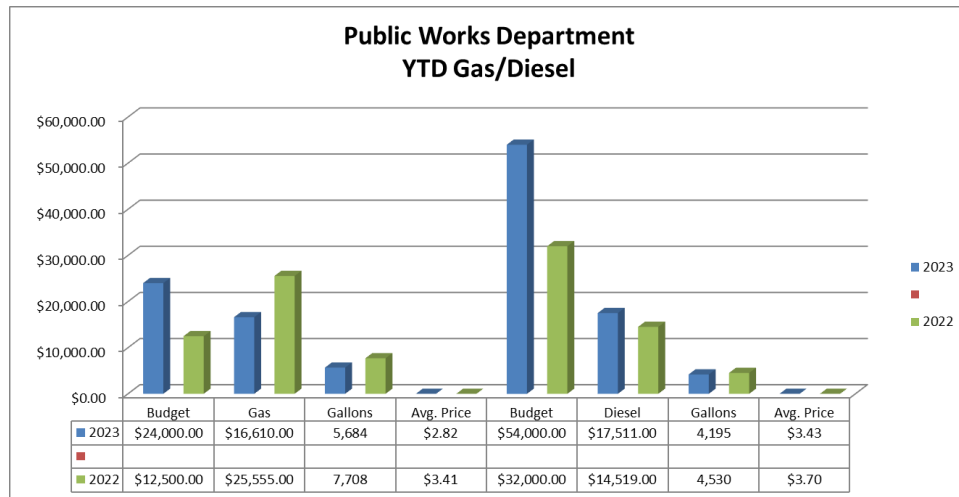
Crews removed the kayak docks from the Lamprey River at Schoppmeyer Park in preparation for winter. The town docks on the tidal side of the Lamprey River were also removed.



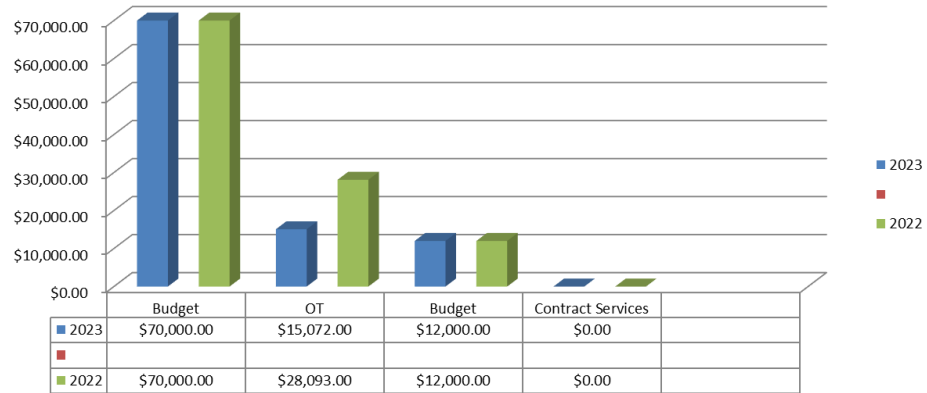
We had one winter weather event for the month of November with one inch of snow in some parts of town. The winter forecast is calling for an El Nino year which is usually

very active with the potential for the number of nor'easters to be higher than in previous years.

I have attached charts with activity reports for the month of November.



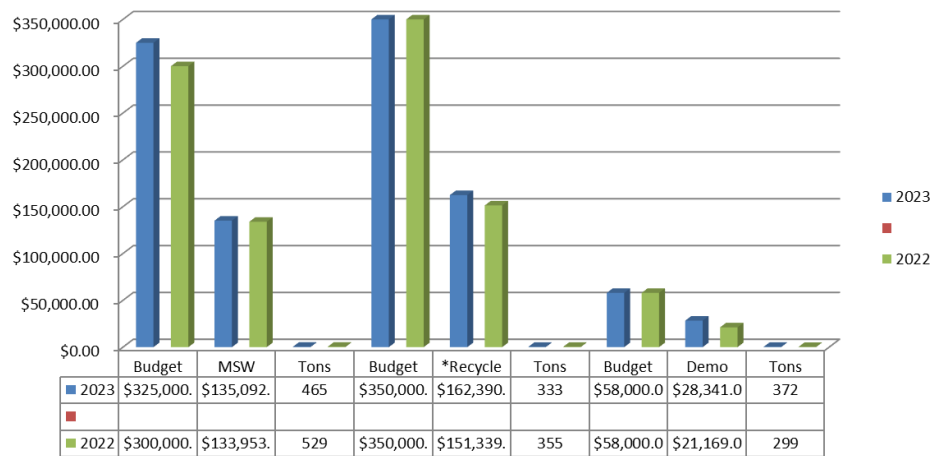
### Public Works Department YTD Overtime/Contract Services



### Public Works Department YTD Equipment/Vehicle Maintenance

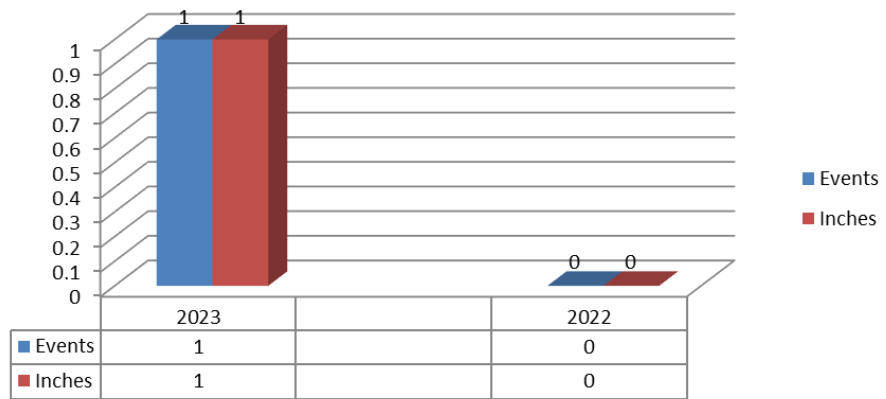


### Public Works Department YTD Solid Waste





## Public Works Department YTD Snow Events



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## ENGINEERING

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In November I worked with Bart McDonough to prepare and guide a walking tour of downtown Newmarket as part of the 2023 Northern New England Planning Conference (NNECAPA). Newmarket hosted roughly a dozen conference attendees for a mobile meet-up and tour of the downtown area to highlight a number of redevelopment/revitalization projects that have been completed in recent years.

I have been working with support from Wright-Pierce and Environmental Services staff to develop GIS data collection forms and protocols for stormwater infrastructure. I developed a stormwater system map to display our existing GIS data and I am working to collect more data and populate that map to expand our stormwater system asset inventory. In November, Jeff Normandin (GIS Manager at Wright-Pierce) came to Newmarket to train a few people at DPW on GIS map development, data collection and editing. I've been using the skills learned during that training to transfer some of our paper records into GIS data formats for electronic record keeping making these records more accessible.

I've been working with SRPC to facilitate discussions with NHDOT regarding Urban Compact Area designation in downtown Newmarket. The Town Manager, DPW Director and I will meet with representatives from SRPC and NHDOT in December to discuss whether or not we can reclassify a portion of State and Federal highways, specifically NH108 through downtown.

I met with folks from UNH to discuss on-going water quality monitoring efforts within Great Bay and tributaries like the Lamprey River and how the Town of Newmarket can support those regional efforts.

### Projects

- MS4 General Permit Compliance
  - I collected/tracked information regarding public education and outreach efforts related to stormwater management.
- Facilities Master Plan – **Complete**
  - Placework will present a project summary and recommendations for implementation to the Town Council in the coming months.
- Intersection Improvements at NH108/NH152
  - Bart and I continue to work with SRPC to develop this project. We will work with SRPC to develop a pilot/demonstration project to trial potential changes in traffic patterns in the area around the intersection.
- Stormwater Asset Management Program (AMP)
  - This project kicked-off in September. We have a Level of Service (LOS) Workshop with internal stakeholders scheduled for December 19<sup>th</sup>.
- Moody Point Stormwater Management
  - We received final approvals and executed agreements in October. A project kick-off meeting is scheduled for January 4<sup>th</sup>.

- Ash Swamp Road Bridge Rehabilitation
  - We have negotiated a scope and fee with Wright-Pierce to complete final design and bidding for rehabilitation of the bridge. We are looking to get this next phase of work underway beginning in January.
- Pedestrian Bridge Evaluation
  - The Pedestrian Bridge over the Lamprey River located just downstream of Macallen Dam is showing signs of deterioration. A structural evaluation of the bridge, including non-destructive field testing was completed in September. We are still waiting on a final report from Wright-Pierce and will soon discuss recommendations for improvements (repair/replacement) and opinions of costs
  - We have installed signs and a bollard at the southwestern bridge approach to ensure that only pedestrian traffic uses the bridge.

### **Regional Collaboration / Community Coordination**

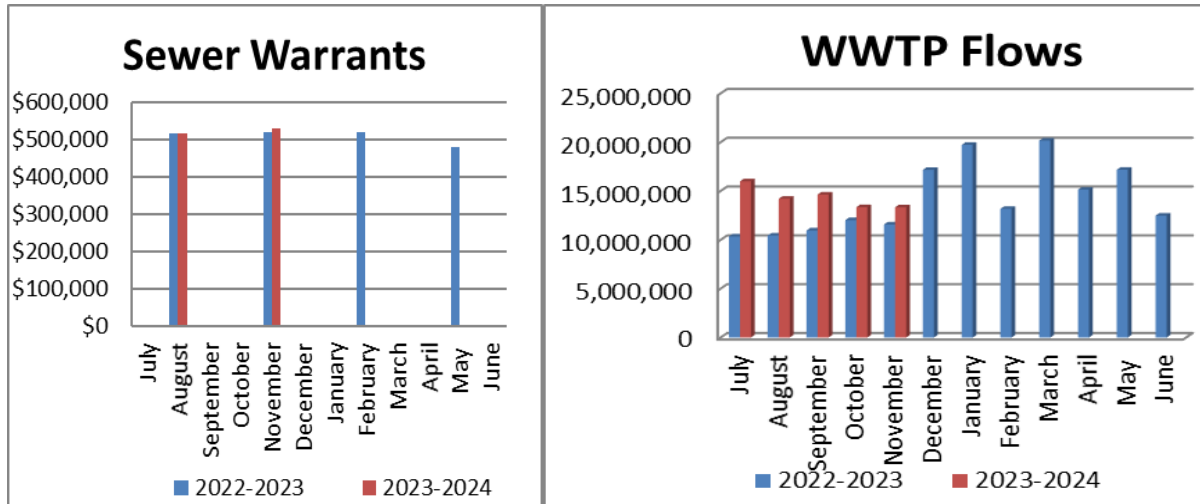
- I attended the Seacoast Stormwater Coalition meeting in November.
- I attended the MAAM meeting in November.
- I attended the Riverfront Advisory Committee meeting in November. I will continue to attend committee meetings as needed and work with the committee to progress initiatives and projects.
- I attended the Energy & Environment Advisory Committee meeting in November. I will continue to attend committee meetings as needed and work with the committee to progress initiatives and projects.
- I assisted Bart McDonough in hosting a Mobile Meet-Up (tour) of Newmarket to showcase some of the redevelopment/revitalization work we've done in recent years. This was part of the NNECAPA annual conference in November.
- I attended the Master Plan Update Subcommittee meeting in November. I will continue to attend subcommittee meetings and work with Bart and SRPC to advance the Master Plan Update project.

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## ENVIRONMENTAL SERVICES DEPARTMENT

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### Wastewater Department



### Wastewater Plant

The wastewater treatment facility treated 13.336 million gallons of water for November 2023. The facility removed 99% of the Biochemical Oxygen Demand and 99% of the total suspended solids. The facility discharges on average 3.1 mg/L of total nitrogen per day for a total of 345 total pounds of total nitrogen discharged for the month of November.

### Septage

The Wastewater Department received 135,650 gallons of septage for a total revenue of \$13,565 in revenue from septage for the month of November 2023. The Wastewater Department has received 2,655,236 gallons of septage for a total revenue of \$265,524 so far for fiscal year 2024. The wastewater plant did not receive any septage from November 17 through November 30, 2024. The Creighton Street Pumping Station Screen broke. Town staff is working on getting it fixed. I estimate the Town lost \$40,000 in revenue for the month of November due to the inability to accept septage.

The septage equipment for the new septage receiving station that will be installed at the wastewater treatment plant has been ordered. We expect the equipment to be delivered June of 2024. Wright-Pierce is working on the final design.

Septage			
	2022-2023	2023-2024	
July	249,716	571,980	\$57,198
August	293,188	597,050	\$59,705
September	451,939	673,690	\$67,369
October	439,510	676,866	\$67,687
November	520,112		\$0
December	521,175		\$0
January	150,350		\$0
February	148,050		\$0
March	254,000		\$0
April	530,740		\$0
May	767,800		\$0
June	711,750		\$0
	\$5,038,330	2,519,586	\$251,959

### Huber Press and Sludge Report

Press ran for - 24 days

Total hours operated – 415 hours

Total gallons pumped – 735,554 gallons

Average feed sludge percentage – .77%

Average feed sludge temp – 15.6°c

Average filtrate percentage - 0.08%

Average filtrate temp – 15.2°c

Average capture rate - 89%

Average sludge solids percentage – 19.89%

Total monthly sludge tonnage – 128.32 tons

#### Creighton Street Pumping Station Screen

On November 7, 2023, department staff had determined that the Screw shaft on the Creighton Street Pumping Station screen had broken into two pieces.

#### Broken Shaft



A new shaft screw has been ordered at a cost of \$33,000. The new shaft screw should arrive mid to late January 2024. Town staff is working with the screen representative and a machine



shop to craft a temporary fix on the broken shaft. We hope to have the temporary fix in place by mid-December 2023.

### Sludge Thickener

The Thickener Feed Pump failed. It was found that the electrical lugs were loose. The loose lugs created an arc that fried the pump motor. A motor repair company looked at the motor and determined that it was unrepairable. The equipment manufacturer has ordered a new pump motor and will replace it under warranty.

### Sludge Thickener and Equipment



Monthly Operations Report															
Newmarket WPCF															
Permit # NHG580013/NHG58A008															
November-2023															
Primary Operator Sean Greig															
	Inf. Flow	Eff. Flow MGD			BOD		TSS		Nitrogen	PH		Fecal	Enter	Chlorine	
	MGD	Min	Max	Total	Inf.	Eff.	Inf.	Eff.		Inf.	Eff.	Colif.	ococci	Residual	
1	.4884	.12	1.1	.4710		4.3		1.5		7.9	7.4	3	44	0.00	0.00
2	.4363	.14	1.1	.4860						7.9	7.5	<1	32	0.00	0.00
3	.4225	.13	1.1	.4225						7.7	7.5	1	14	0.00	0.00
4	.4107	.10	0.9	.4160						8.0	7.4	12	5	0.00	0.00
5	.4350	.09	0.8	.4350						8.1	7.5	<1	<1	0.00	0.00
6	.4315	.04	1.1	.4500						7.7	7.4	4	6	0.07	0.00
7	.3907	.16	1.2	.4500		3.0		2.0	1.7	7.8	7.4	1	21	0.07	0.07
8	.3688	.14	0.8	.4070		6.0		2.4	1.7	8.0	7.4	<1	<1	0.06	0.05
9	.3777	.10	1.3	.4070						8.0	7.4	<1	1	0.00	0.06
10	.3828	.15	1.3	.4380						7.8	7.4	<1	<1	0.00	0.00
11	.3933	.14	1.1	.4380						7.8	7.3	<1	<1	0.00	0.00
12	.4211	.12	1.4	.4220						7.8	7.3	2	1	0.00	0.00
13	.3893	.09	1.6	.4220						8.2	7.3	1	1	0.00	0.00
14	.3548	.13	1.1	.4220	445	5.0	265	1.7	4.6	8.2	7.4	1	2	0.00	0.00
15	.3668	.11	1.1	.4090		4.2		1.7		8.1	7.4	2	<1	0.00	0.00
16	.3657	.08	1.8	.3770						8.0	7.4	<1	<1	0.00	0.00
17	.3599	.08	1.0	.3770						8.2	7.4	1	1	0.00	0.05
18	.3697	.13	0.8	.4230						7.9	7.3	1	<1	0.00	0.00
19	.4035	.12	1.0	.4360		3.0		2.0	4.3	7.9	7.4	<1	<1	0.00	0.00
20	.3791	.08	1.4	.3850		3.0		2.0	3.8	7.7	7.3	<1	<1	0.05	0.00
21	.3708	.09	1.1	.3850						8.2	7.4	1	1	0.05	0.05
22	.5561	.21	1.6	.6350						7.9	7.4	2	2	0.05	0.06
23	.4568	.22	1.1	.5050						7.8	7.4	5	2	0.00	0.08
24	.4256	.16	0.8	.4310						7.7	7.3	1	<1	0.07	0.00
25	.4242	.11	0.8	.4310						7.9	7.4	5	3	0.00	0.00
26	.4475	.11	0.9	.4520						7.8	7.5	<1	1	0.00	0.00
27	.4978	.28	1.5	.5640						8.0	7.3	<1	<1	0.00	0.00
28	.4484	.21	1.4	.5210	421	4.0	213	1.4	2.7	8.0	7.4	1	2	0.00	0.00
29	.4342	.18	1.3	.4780		4.0		2.3		8.8	7.3	2	1	0.00	0.00
30	.4193	.17	0.9	.4400						8.1	7.3	3	2	0.00	0.00

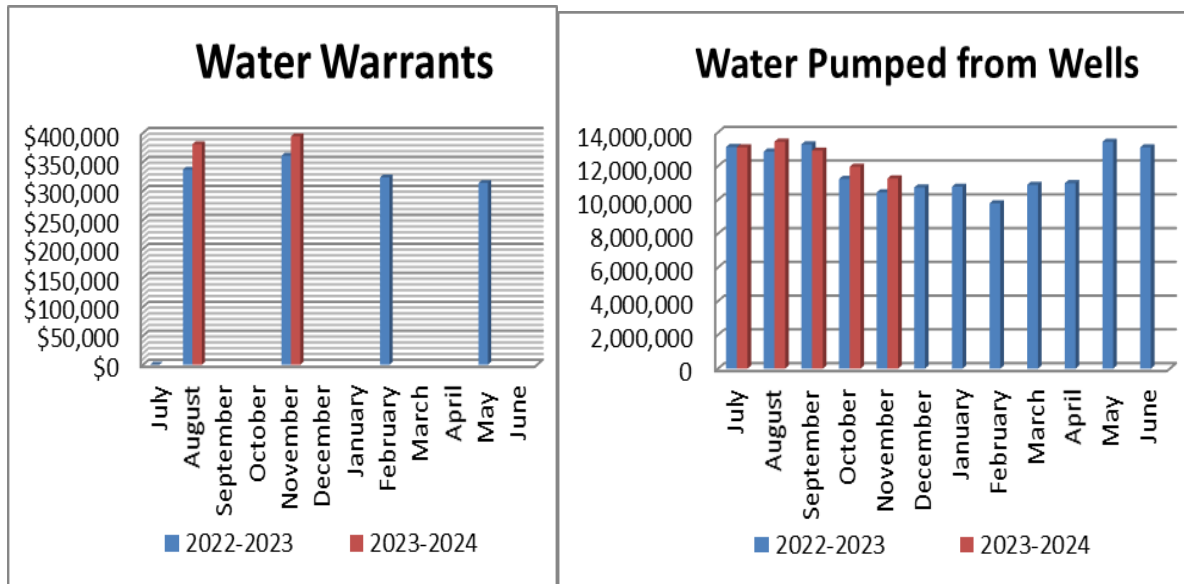
Average Wastewater Flow Discharged: 0.4445 million Gallons/Day; Total gallons discharged 13,336,000

Biochemical Oxygen Demand (BOD) Removal: 99%, Average Discharge per day: 3.9 mg/L; Permit Limit 30mg/L

Total Suspended Solids (TSS) Removal: 99%, Average Discharge per day: 1.9 mg/L; Permit Limit 30 mg/L

Total Nitrogen (TN) Average Discharge per day: 3.1 mg/L, 11.5 lbs.; Permit Limit 30 lbs./day

## Water Department



### Bennett Well Generator

On November 17, 2023, the Bennett Well Generator caught on fire. A generator repair company evaluated the generator and determined that the generator could not be fixed. The generator is approximately 26 years old and replacement parts are unavailable.

### Bennett Well and Generator



The Bennett Well is part of the water project improvements. It is the only project that has not been completed. This is due to the rising cost of projects, and the limited funds to update the Bennett Well. The Department was planning to present to the Town Council a limited upgrade of approximately \$300,000 to \$400,000. This would buy time until the Water Department was in a better position to completely upgrade the Bennett Well. I have been informed by the New

Hampshire Department of Environmental Services (NHDES) that the Town is eligible for a 2,000,000 loan with 60% loan forgiveness. The Bennett Well Upgrade Project was a bid alternate with the Sewall Well Project Bid. So, I am currently working with the contractor and engineer to determine actual costs, and with NHDES to finalize the agreements. I plan on bringing the details with a recommendation to the Town Council in January 2024.

PWS 1731010 - Newmarket Water Works						
Water Quality Monitoring						
Sampled By BMT						
Monthly Monitoring For Nov-23						
Location	Date/Time	PH	Temp 'C	PO4 mg/L	Free Cl2 mg/L	Total Coliform
Lamprey	11/2/2023. 0900	8.09	18	0.78	0.23	Absent
Racquet Club	11/2/2023. 0830	8	17	0.92	0.1	Absent
L+M	11/2/2023. 0920	7.95	16.8	0.98	0.18	Absent
Aubuchon	11/14/2023. 1055	8.18	15.7	1.68	0.16	Absent
Public Works	11/14/2023. 1015	8.08	15.5	1.8	0.16	Absent
Town Hall	11/14/2023. 1040	8.29	15.4	1.72	0.22	Absent
Well Site	Date/Time	PH	Temp 'C	PO4 mg/L	Free Cl2 mg/L	
Bennett	11/2/2023. 1052	8.1	14.8	0.52	0.36	
Sewall	11/2/2023. 1104	8.13	12.1	0.76	0.52	
MTWTP	11/2/2023. 0948	7.98	11.5	0.38	0.3	
Bennett	11/2/2023. 0625	8.02	13.1	0.84	0.48	
Sewall	11/14/2023. 0700	8.05	11.4	0.91	0.4	
MTWTP	11/14/2023. 0600	7.98	13.5	0.53	0.55	

Water system bacteria testing for the month of November 2023 passed.

	NOVEMBER PUMPING TOTALS 2023								
Date	Bennett	150 gpm	Sewall	230 gpm	Mac	300 gpm	Tucker	275 gpm	
	Hrs	Gallons	Hrs	Gallons	Hrs	Gallons	Hrs	Gallons	Total
1	7.9	71,168	8.5	116,690			11.9	182,650	370,508
2	9.7	86,683	9.4	129,130			9.5	154,340	370,153
3	13.3	119,695	3.1	43,180			14.2	232,660	387,139
4	12.8	111,299	0.6	8,822			11.7	191,000	290,609
5	10.1	90,787	10.8	150,040			10.7	176,920	417,760
6	10.1	90,800	10.8	150,037			10.6	176,402	419,556
7	10.3	93,117	9.2	126,610			8.3	134,560	350,688
8	9.9	89,518	9.1	125,210			9.8	159,020	366,117
9	9.1	81,887	9.5	132,080			8.9	144,700	365,520
10	9.7	88,740	9.5	132,060			9.6	156,730	381,219
11	10.3	92,429	9.6	132,520			10	163,930	366,703
12	7.8	70,253	9.1	126,070			14.3	232,680	443,318
13	9.4	84,568	9.7	134,230			10	163,290	384,622
14	9.6	87,102	9.5	131,660			8.8	142,440	319,336
15	5.0	45,236	3.1	43,560	6.0	106,300	9.3	151,530	341,222
16	3.4	39,832	5.0	68,810	3.7	66,600	13.9	226,830	445,150
17	9.2	82,910	7.5	103,450			9.3	146,730	313,927
18	7.1	63,747	7.9	109,970			13.9	224,420	400,299
19	7.4	65,909	7.0	96,910			14.0	228,600	377,326
20	3.7	51,816	4.9	68,250	3.5	61,100	11.8	192,180	327,803
21	0.7	6,273	0.7	9,740	7.0	126,200	16.6	270,310	444,776
22	4.3	38,526	5.3	73,720	4.3	75,300	11.7	190,100	391,882
23	5.9	52,762	4.7	64,860			14.7	240,700	356,847
24	5.7	51,287	5.6	77,760			13.6	222,030	386,561
25	9.6	86,771	11.9	164,999			8.6	139,700	391,470
26	10.6	94,860	9.4	130,710			9.9	161,450	387,020
27	4.6	41,351	4.6	64,140	4.9	88,900	11.3	185,390	379,781
28	9.6	86,905	7.9	109,660			9.5	154,930	351,495
29	5.8	52,392	5.7	78,800			14.3	233,520	364,712
30	5.4	48,233	5.3	73,210			15.5	252,270	373,713
31	0	0	0	0	0.0	0	0	0	0
Total	238.0	2,166,856	214.9	2,976,888	29.4	524,400	346.2	5,632,012	11,267,232
AVG. Day	7.9	72,228	7.1	99,229	4.9	87,400	11.5	187,734	375,574
Max Day	13.3	119,695	11.9	164,999	7.0	126,200	16.6	270,310	445,150

## BUILDING SAFETY, ZONING ENFORCEMENT AND HEALTH

For the month of November this office issued 66 permits for a total of \$7,907.00.00. This office conducted 120 permit related inspections and closed out 56 permits. Currently there are 552 active permits.

The breakdown of permits issued in November 2023:

Permit Type	Number of Permits Issued	Estimated Costs	Permit Fees Collected
Single Family Dwelling and Duplex			
Mobile Home			
Multi-Family Dwelling			
ADU			
Residential Addition/Renovation	2	\$ 25,000.00	\$ 300.00
Residential Maintenance	2	\$ 35,000.00	\$ 380.00
New Commercial			
Commerical Addition/Renovation			
Commecial Maintenance			
New Municipal			
Municipal Addition/Renovation			
Municipal Maintenance			
Porch/Deck			
Garage	3	\$ 154,000.00	\$ 1,382.00

Shed			
Other Accessory Building			
Residential Plumbing	10	\$ 14,000.00	\$ 636.00
Commercial Plumbing			
Residential Electric	15	\$ 53,553.00	\$ 1,084.00
Commercial Electric		\$ -	
Residential Gas	16	\$ 17,177.00	\$ 903.00
Commerical Gas	1	\$ 27,836.00	\$ 330.00
Residential Mechanical	12	\$ 68,734.00	\$ 1,176.00
Commerical Mechanical			
Pool/Spa			
Solar	4	\$ 174,185.00	\$ 1,616.00
Telecommunications			
Dock			
Demolition	1		\$ 100.00
Total	66	\$ 569,485.00	\$ 7,907.00

## Complaints

November saw a few more complaints come to a successful close including those that this office fielded in October. Progress continues to be made on a couple of outstanding



issues from months previous, and this office is confident that progress will continue to be made on those issues.

One of the complaints that came into this office in November centered on dangerous/dilapidated buildings. New Hampshire has a law outlining the path a municipality must follow in order to get these buildings either repaired or removed. The law is NH RSA 154-B. Back in 2001 the Town of Newmarket went through this process, and as far as this office can determine, those structures identified in 2001 were either removed or repaired.

The other complaint that came into this office in month of November was about a water leak and potential violations of the New Hampshire Minimum Housing Standards found in NH RSA 48-A:14. Research into the issue and an inspection of the premises did reveal evidence of water leaks and that the tenants tried to work it out with the management company before consulting this office. This office reached out to the management company with the findings and the management company was out at the property the same day working on fixing the issues.

### **Zoning Board of Adjustment**

The Zoning Board of Adjustment met on November 27, 2023 to hear a variance request from Lee Veader at 104 Kent Place (Tax Map U3, Lot 145) in the M2 Zoning District to allow an additional residential unit on property that already has the maximum number of residential units allowed pursuant to Newmarket Town Code Section 32-89 *Dimensions Table*.

After a brief presentation by the applicant to the Board, the Board moved to continue the meeting to December 18, 2023 at 7:00 pm in the Town Council Chambers.

Respectfully submitted,

David Evans  
Code Enforcement Officer and Zoning Administrator  
Local Health Officer

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## COMMUNITY DEVELOPMENT

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### Month in Review

#### **Planning Board**

The month of November saw no new development application filings to the Planning Board ("Board") for their consideration. The Board continued the public hearing proposing a 32-Unit elderly affordable housing development at 242 South Main Street. The applicant brought forth a revised plan set that transformed the front portion of the building into a more architecturally compatible style with a New England colonial characteristics that are found both in Newmarket and the great seacoast. Further, the applicant reduced the proposed unit count from 32 to 30-units and submitted a waiver request from a site plan regulation seeking a reduction to the area of the proposed accessible parking stalls from 8' x 20' to 8' x 18'. After the presentation, the Board took in additional public comments and testimony and subsequently reviewed the special use permit criteria. A contingent of the Board felt that the revised application still fell short of meeting a majority of the special use permit criteria, specifically that the development didn't emphasize the rural character of the town and its inclusion on the site, as currently designed, would negatively impact abutting property owners. After a prolonged dialog between the applicant, Planning Board, and neighborhood stakeholders, the applicant conceptualized and sketched revisions that potentially would abate the neighborhood and Planning Board's remaining reservations. The Board and the applicant were in agreement that the proposed conceptual solutions would need more time to be finalized and reviewed prior to a definitive vote on the application. This led the Planning Board voting to continue the application to the December 12, 2023 meeting.

#### **Community Development**

The Planning Department, in collaboration with the Conservation Commission (“Commission”) and Strafford Regional Planning Commission (“SRPC”), continued their work on updating the open space chapter of the master plan. SRPC attended the Commission’s November meeting to review the current chapter’s recommendation matrix in order to identify what has been accomplished since the last update in 2007 while determining the missing priorities that should be considered to be added. The Commission was also asked to provide comments and feedback on the draft open space survey.

The Master Plan Subcommittee, a body consisting of 7 core members, had their inaugural meeting this month and were tasked to help draft a community survey that focused on housing and open space related questions in order to help understand the community’s housing and open space needs. Please contact the Planning Department for more information on the Committee’s schedule and information on when other chapter updates are to occur.

After reviewing the comments from the Commission and Committee members, SRPC and Planning Staff finalized the Housing and Open Space Chapter Survey. Please follow the link below to access that survey: [Housing and Open Space Survey](#). The survey is planned to be open to the public for about a month and half with the results to be revealed in February or March.

## **Financials**

Fiscal Year	Budget(\$)	MTD Transactions (\$)	YTD Transactions (\$)	Balance (\$)	Spent (%)
2024	158,086.00	15,358.74	56,493.11	102,792.51	35.86
2023	155,496.00	9,801.67	60,043.89	106,254.78	38.36

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## FINANCE

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This report will briefly explain the departments' activities for the month of November.

1. In fiscal period 5 (November) 87% of the budgeted revenues were accrued, translating to \$33,804,162. This was the same percentage of collection for the period as the prior year. In terms of expenditures, The General Fund spent 46% its budget (prior year was 45%) at \$4,293,448. Total operating budget spending was also at 47% or \$7,102,099.77 (prior year was 43% at the same time). The difference is largely the result of water related bond payments made earlier than in the prior fiscal year.
2. In terms of cash, the town's General Fund balance was over \$18 million at the end of November. Interest earned on the Town's General Funds deposits during the calendar year (January - November) was \$331,065. During the current fiscal year, the average collected balance from July through November was \$13.2 million.
3. The town's new investment management partner, Cambridge Trust Company worked with Citizens/Clarfeld wealth management to transfer our Common Trust and Capital Reserve Funds into newly established accounts at Cambridge Trust. This process is anticipated to be completed in mid-December.
4. In the Human Resources area, we have been working with the NH Retirement System during its system conversion process. It has taken a fair amount of time working to get the town's reporting files sent to NHRS into an acceptable format for its system. At the time of this writing, the HR Manager continues to work with them and Tyler Technologies (Munis) to harmonize the files. HR has also begun preparations for end of year reporting.

### Financials:

	Budget	MTD Transactions	YTD Transactions	Balance	%Spent
FY2024	\$297,016	\$17,436.99	\$146,638.74	\$140,196.00	52.8
FY2023	\$296,564	\$12,329.97	\$147,134.26	\$139,574.50	52.9

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## INFORMATION TECHNOLOGY

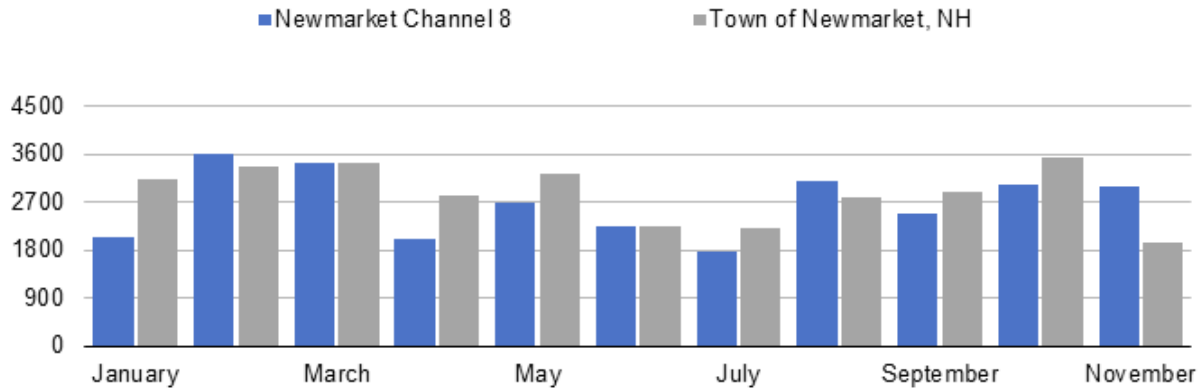
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### **I Information Technology:**

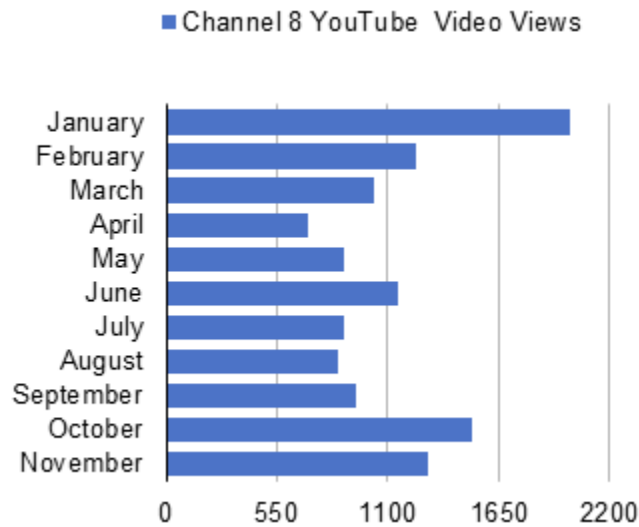
1. The IT support team received 22 user support requests totaling 15.14 hours of service time representing a slight decrease since October. While the requests for support were the typical end user issues (printers, connectivity, peripherals). The two longest support items were 1) a two hour meeting related to DES' SKADA system alert issues (noted below), and 2) a system booting issue with the Council Chambers PC behind the wall mounted monitor (also 2 hours).
2. Representatives of the IT and DES departments met to review the connectivity issue causing alerts at the MacIntosh well. The outcome of the meeting was a plan to change the communications mode to something more stable while maintaining security. This will be done in the first week of December and then tracked to see the outcome. This is a collaboration between the DES, DES' contracted electrician and our IT team.
3. DES and IT also initiated an IT end user systems review. In keeping with good practice, those systems at or beyond warranty (3-5 years of usage) will be replaced. This is likely to occur some time during the winter-spring time frame depending on resources.

### **Multi-Media Services:**

In November, Newmarket Media Services posted to social media 23 times (the Newmarket Channel 8 Facebook page and the Town of Newmarket Facebook page). The posts consisted of live streams of events and meetings, the Newmarket Newsletter, and notices to the community. Those posts reaching 1,948 people on the Town of Newmarket page and 2,976 on the Newmarket Channel 8 page. During the same time, the Newmarket Channel 8 Facebook page received 194 visits and 4 new page followers, while the Town of Newmarket Facebook page received 536 visits and 12 new likes.



On the Newmarket Channel 8 YouTube channel, 13 new videos were added reaching 9,441 people. Of those, 409 became viewers who watched the channel 1,302 times. We also had people watch 57.7 hours of our content and we gained 1 new subscriber. The videos watched included the Town of Newmarket and Newmarket School District meetings; as well as Newmarket School Events, such as the 15 Annual Improv Show and Newmarket Playground Ribbon Cutting.



Finally, the Newmarket Newsletter was sent out 4 times in the month and had an open rate of 53%. This was 11% higher than the industry average. To lend some perspective, the newsletter was sent to 8,675 emails and opened 4,115 times. We saw a click rate (people clicking on links in the Newmarket Newsletter) 657 times or 8% which is 6% higher than the industry average.

**Financials:**

	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance</b>	<b>% Spent</b>
<b>FY2024</b>	\$266,075	\$18,163.98	\$144,877.94	\$89,945.55	66.2
<b>FY2023</b>	\$247,422	\$25,194.70	\$137,431.04	\$87,691.40	64.7

Note: the numbers are the MIS and CH.8 budgets combined and preliminary as finance is currently engaged in year-end processing as of this writing.



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## TOWN CLERK – TAX COLLECTOR

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<b>TAXES</b>		
Total Committed 2023	\$29,473,102	
Total Uncollected 11/30/23	\$4,662,459	

<b>TAX LIENS</b>	<b>2022</b>	<b>2021</b>
	Deed 2025	Deed 2024
Property Tax	117,896	169,701
# Properties Liened	26	34
Uncollected 11/30/23	45,515	19,753

### TOWN CLERK REVENUE (07/01/23 thru 11/30/23)

	Year End 6/30/24	Year End 6/30/23	
<b>Motor Vehicle</b>	716,383	693,019	3.37% increase
<b>Town Non-MV</b>	63,467	65,221	2.69% decrease
<b>State</b>	244,541	234,811	4.14% increase

- Daily activity steady
- Property Taxes due December 6, 2023
- Presidential Primary Election set for January 23, 2024; Town Clerk's Office will be closed as all staff will be working at the Election.
- Began emailing motor vehicle renewal notices (will still send paper to all residents until January 2025) and collecting emails for both motor vehicle renewal notices and dog license reminders.

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## RECREATION

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### Financial Overview:

**YTD General Fund Expenditures:** According to Munis the Recreation's Department's General Fund, we have expended \$111,720 (44%) as compared to 39% of the budget last year at this same.

**Rec Revolving Fiscal Year 22/23 Expenditures:** According to Munis the Recreation's Department's Revolving Account, we have expended \$240,749 as compared to \$219,620 for last year at this same time.

**Rec Revolving Fiscal Year 23/24 Revenue:** According to Munis the Recreation Departments, the Rec's Revolving Revenue Account shows that we have collected \$146,927 YTD. Last year we collected \$171,957 YTD in revenue at the same time last year. We attribute this difference from last year to this year to various factors like payroll adjustments, participation numbers, and decreased sponsorship funds.

## **Personnel Report**

**Personnel:** We are still excited to report that the Rec is fully staffed in all 5 FT positions.

**Part Time Instructors:** As reported last month, many of the part-time fitness instructors "that randomly walked into our Rec last month" looking to teach a class or a fitness program, we are happy to announce have now started their classes and to date, all are very well. (See Adult programs). However, the need for a larger fitness room remains apparent. We could provide so much more programs if we had the adequate space to do so.

## **Training and Development**

Sam was accepted into the Primex Supervisory Training Course. He will be attending in December. We are happy to announce that once he completes this course it will mark the third FT Recreation employee to have been accepted to the class and passed.

## **Administrative Projects:**

A revision of the Municipal Code, requested by the Town Manager, has been undertaken to better outline Rec processes and responsibilities. The bulk of administrative time in November was spent drafting and preparing to submit the CCIP (forgivable loan - see under grants)

## **REC Community Events:**

There were no actual Community Events in November, however, we did run two that were held the first Saturday in December. One was the FREE Kids Holiday Party at the Mill Space, followed by the 35<sup>th</sup> Annual Giving Tree and Tree Lighting Ceremony held at Arbor Park. We will report on both events in the December Report.

## **REC Connect and Collaborations:**

November marks the month we typically start advertising and promoting our **Very Merry Main Street** Marketing Campaign. For those not in the know here's the low down. Starting in the beginning of November, our Rec Connect program researches and puts together a list of all the Holiday Happenings in the Town that are being put on by local organizations, businesses, etc. Once gathered, we print the list on the **Very Merry Main Street** Poster and post them all around town so that everyone can look and see what's happening in town during the holiday in one concentrated spot! We also list them on the event page.

**Newmarket Little League-Turkey Bowl:** NLL once again put on their Thanksgiving "Turkey Bowl" fundraiser at the Community Center. We provided them with all the equipment and access to the facilities and fields in order to hold it. Participants came on Thanksgiving morning and played flag football on 3 fields in order to raise money for their Tournaments in the spring. It was another successful collaboration, and we are thrilled to help with their efforts and season ahead.

### Projects, Equipment, Facility Use and Rentals

**Sign for Terrace Drive Entrance:** We are still waiting for an adjusted quote to the new sign. Once we receive the quote and it is approved, it is more than likely installation will not occur until the spring. To save money we hope to have PWD install the granite posts, however, if we have to purchase the posts from Timberline, they may require that they install the posts.

**Facility Rentals:** During the month of November, the Beech Street facility was rented 4 times for a variety of parties and gatherings. At this time, we've also received a number of inquiries about the center for the holiday season and New Year months. We have continued to run the Brazilian Jiu Jitsu program out of the building as well as the Girl Scouts for their monthly meetings. The Fit and Fun room for children ages 5 and under has been rented a handful of times this month, gaining popularity from the local toddler moms in the area. The momentum has inspired the Rec team to restructure the room rental process to encourage more families to use the space.

**Kayak Rentals:** Kayaks have been stored and put away for the winter back at the Rec Center. A huge shout out to Karen and her staff for doing the bulk of the moving of the kayaks.

### Grants, Donations & Sponsorships

**Community Center Investment Plan (CCIP) Forgivable Loan:** We continued work on the Community Center Investment Program's application for \$1,000,000 and were able to submit it for the November 30<sup>th</sup> deadline. This funding would help complete phase 3 of the Community Center (a gymnasium) and we would also retrofit the current facility to accommodate the S.S. center programming. This would complete the original plans for the Community Center and truly make it a multi-generational complex. We collaborated and met with a number Town Departments in order to complete this lengthy application process; receiving significant support and narratives from Bill Tappan and Bart McDonough. 14 Newmarket Organizations drafted letters of support for the project and HL Turner Group generously provided us with conceptual designs based off of the original blueprints (also competed by HL Turner Group) and a rough estimate. We greatly

appreciate the support and work of all those involved in the application. As we wait to hear back, we will continue to prepare ourselves for if we get awarded this amazing opportunity.

## Youth Programming



**Preschool Programs:** The Fall Preschool Playgroup session ends this month with our 20 preschoolers. We have released registration for the winter session, beginning after Thanksgiving and we have 19 preschoolers signed up again. We have also already had a few inquiries regarding children turning 3 in the New Year, and our availability to take them on. Miss Heather has done an excellent job creating fun curriculum, getting the participants outside as well as promoting the program. The High 5 sports program continued to be incredibly popular with Basketball being our next sport. Typically, when the High 5 sports move inside, the registration numbers go down, however we once again had waitlists for this program and sold out of the evening sessions. We are thrilled with the audience

we have in this program and have already started to see their presence at the events and other programs we put on.

**After School Specialty Programs:** All specialty programs that started in the fall will be coming to a close in December. During the month of November, we began the process of putting together our NEW Specialty Line of Afterschool Programs that will start back up after the winter break. Stay Tuned!





**Play and Stay After-School Care Program:** The Play and Stay after-school program battled with the decreasing temperature throughout November. We stayed out for as long as we could since the kids insisted, we get as much playground time possible before we lost the sunlight. As we begin our transition to hunker down inside for the winter, we are preparing to spend more time crafting and coloring to make displays for our Art Gallery. This month we created a new monthly activity calendar (starting in December) so that

both kids and parents know what's going on each day for the upcoming month.

### Adult Programming:

**Adult Programs:** Our new adult programs have launched successfully this month including yoga, body burn and dance fitness. Unfortunately, Paper Marbling didn't run due to low registration numbers, however Miss Erin is going to get creative to try and offer another adult art class in the New Year. Yoga instructor Kellee Larson has been teaching Good Morning Yoga on Tuesday mornings and Good Evening Yoga on Thursday evenings. As of now the Tuesday morning classes have grown to 3 consistent

participants, however the evening class is going a bit slower. Body Burn and Dance Fitness with Samantha MacDonald launched as well, with 2 to 3 participants in each class. We've gotten really positive feedback from one participant, so we are hopeful that the word will start to spread that we have some great wellness and active programs here at the Rec.

### Recreation Sports

**Adult Pickleball:** Pickleball numbers remained steady throughout the month despite the random availability of the gymnasium. We continued programming on Sunday mornings, but the mid-week was sporadic working around the School and Youth basketball starting up for the season. There was 10+ players at every session and we anticipate this to increase as the word gets out. We head into December continuing to play on Sunday mornings and Friday evenings.

**Adult Basketball:** Adult pickup basketball was able to resume in November at Newmarket Elementary School. We held two sessions and were excited to see a number of returners from previous sessions. We will continue into December and will work to get participation numbers up to where we ended last season.

### Sunrise Sunset Activity Center



**Holiday Craft Fair:** On November 4th the Sunrise Sunset Center hosted its annual Holiday Craft Fair, one of their biggest events and fundraisers of the year. There was a steady stream of shoppers starting right at 8am and all of the vendors agreed the fair was a big success. There were lots of amazing crafts and delicious baked goods and food for all to enjoy! The crafters and Friends of Newmarket raised over \$1,000 to be used for special events and Rec needs throughout the year.

**Munch & Learns:** We had two educational events at the Sunrise Sunset Center this month, with a visit from *Future in Sight* on November 15<sup>th</sup> to learn about vision loss treatments and then an informational talk with a trained Service Link representative to discuss Medicare options and answer questions during the open enrollment period. It was wonderful to have these opportunities to learn more about very helpful services in the area and get a chance to speak with experts in person!





**Volunteer Appreciation Day:** We wrapped up the month with our volunteer appreciation event on November 27th. We had decorations, pictures of the Center from over the years, fun door prizes, and a special spread of food and treats. This was a wonderful chance to thank all of our many volunteers who give of their time, knowledge, effort, and resources. We have volunteers leading activities, gardening, giving rides, running the mini mart, being part of various committee groups, cleaning up after programs, and so much more!

Thanks to all for being what makes this community so amazing! We would also like to Kennebunk Saving who sponsored the event which paid for the swag that we gave out to all our volunteers.

**Groups & Clubs:** All weekly clubs and groups, Random Acts of Art, Sunrise Strummers, Mahjong, Bridge, Bingo, Dance, Bone Builders, and the Book Club are still going strong and quite active.

Respectfully submitted by

Aimee Gigandet – Recreation Director and the Rec Staff.



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## WELFARE

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In November Newmarket Town Welfare Department supported clients in need with assistance and referrals to appropriate resources and for their household and emergency needs that health and maintain health. In November we processed 12 (twelve) completed welfare applications, resulting in determinations of eligibility. This month this included payments for rental assistance to keep residents housed and in shelter. Long time Newmarket residents have communicated that they are seriously hoping the ongoing housing shortage crisis will stabilize or housing will become more affordable attainable as it is not available. As of November, the rental market has not shown indicators of decreasing costs or housing becoming more available for those who are economically vulnerable, and it is cold outside. More and more individuals or families are forced to rely on extended families' members or the practice of "Couch Surfing" in these times.

Many inquiries or calls are really from those who are seeking guidance or resources and who do not wish to apply for Town General assistance or wish to guide others to including food and heating assistance during this time of year. The Newmarket Community Church has been a partner or collaborator to this office to support those in need. Their food pantry and other resources has helped sustain those in need and enhance the community and decrease the dependence on the local taxpayer.

Over the past month of November 2023, families or individuals were directly referred to other programs including local shelters and subsidized housing in NH and in MA. We advocated for these twelve clients with community partners to ensure they accessed the appropriate support/ knowledge and or resources that would benefit their unique or individual situation. Given that Town General Assistance or Welfare is a fund of absolute last resort and to be utilized after all other resources have been exhausted. Many families or the elderly are too proud to ask for help, we have noted that the initial inquiry frequently comes from social workers, advocates, ministers or concerned neighbors. We often must explain to others that we must speak directly to the client to provide proper confidential case specific guidance.

As we always share, this office can and will seek to minimize the budgetary impact to the taxpayer, general assistance is mandated to support the life and health of Newmarket residents as governed by NHRSA through caring dignified respect and an honest communicative process. The inflated heat and food prices, coupled with the non-existent affordable housing are driving proud residents to contact our office and we will follow the stipulations of the RSA to respond. This office, and all residents, are enormously grateful for all the resources or partnerships available that support this Town. These partnerships, which include many other Town departments, and private agencies, have helped alleviate or limit the burden on the local taxpayer-by offering care support and kindness to those Newmarket residents in need during November 2023.

Respectfully Submitted,  
Heather Thibodeau  
Welfare Director

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## LIBRARY

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### Newmarket Public Library November Report

- Throughout November the library held a Gingerbread Man Decorating contest for children. The winner won a cute gingerbread stuffie!



- We hosted an Outdoor Winter Clothing swap, and plan to offer it again next year.
- The Spice of the Month Club is going strong, available the second week of each month. Grab and go bags available while supplies last, December's spice is clove!
- The library is now offering Friday "Crafternoons" for teens and adults. You can stop in anytime between 1200-4:00 to do a craft. Each week we will have a different craft available in the children's room as well.
- The Friends of the Library purchased a new museum pass, to the *Portland Museum of Art*.
- We added three new discovery kits for families to check out, with the themes of: Birdwatching, Mindfulness, and Earthquakes.

*The library is planning to embark upon an architectural feasibility study in the new year. There is a brief building survey available on our website and also in paper form at our circulation desk. Feedback from our patrons is greatly appreciated!*



**December Happenings:**

- We will host NH Humanities speaker Bob Cottrell for *Harnessing History: On the Trail of NH's State Dog, the Chinook*, Thursday, December 7th at 5:30pm
- There will be an ornament making Craft Night Monday, December 11th at 5:30pm. This event is full, but patrons can sign up to be put on the wait list.

Respectfully submitted,

Candace Cousins  
Librarian